

CDBG-R SUBMISSION TEMPLATE **& CHECKLIST**

The American Recovery and Reinvestment Act of 2009 ("Recovery Act") was signed into law by President Obama on February 17, 2009. The Recovery Act awards \$1 billion in CDBG Recovery (CDBG-R) funds to be distributed to cities, counties, insular areas and states, of which \$10 million has been reserved by HUD for its administrative costs and \$10 million of which will be awarded to Indian tribes. Recipients of the remaining \$980 million of CDBG-R funds will be the approximately 1,200 jurisdictions that received CDBG funding in Fiscal Year 2008. This template sets forth the suggested format for grantees receiving funds from CDBG-R. A complete submission contains the information requested below, including:

- (1) The CDBG-R Substantial Amendment (template attached below)
- (2) Spreadsheet for Reporting Proposed CDBG-R Activities (see <http://www.hud.gov/recovery>)
- (3) Signed and Dated Certifications (see <http://www.hud.gov/recovery>) (To be signed and submitted with amendment after Council approval of Resolution No. 7973)
- (4) Signed and Dated SF-424. (To be signed and submitted with amendment after Council approval of Resolution No. 7973)

Grantees should also attach a completed CDBG-R Substantial Amendment Checklist to ensure completeness and efficiency of review (attached below).

THE CDBG-R SUBSTANTIAL AMENDMENT

Jurisdiction(s): <u>City of Scottsdale</u>	CDBG-R Contact Person: Michelle Albanese
Lead Agency	Address: 7515 E. 1 st St., Scottsdale, AZ 85251
Jurisdiction Web Address:	Telephone: (480) 312.2309
http://www.scottsdaleaz.gov/departments/Community_Services/Human_Services/Community_Assistance.asp	Fax: (480) 312.7761
	Email: malbanese@scottsdaleaz.gov

ENSURING RESPONSIBLE SPENDING OF RECOVERY ACT FUNDS

Funding available under the Recovery Act has clear purposes – to stimulate the economy through measures that modernize the Nation’s infrastructure, improve energy efficiency, and expand educational opportunities and access to health care. HUD strongly urges grantees to use CDBG-R funds for hard development costs associated with infrastructure activities that provide basic services to residents or activities that promote energy efficiency and conservation through rehabilitation or retrofitting of existing buildings. While the full range of CDBG activities is available to grantees, the Department strongly suggests that grantees incorporate consideration of the public perception of the intent of the Recovery Act in identifying and selecting projects for CDBG-R funding.

A. SPREADSHEET FOR REPORTING PROPOSED CDBG-R ACTIVITIES

Grantees must provide information concerning CDBG-R assisted activities in an electronic spreadsheet provided by HUD. The information that must be reported in the spreadsheet includes activity name, activity description, CDBG-R dollar amount budgeted, eligibility category, national objective citation, additional Recovery Act funds for the activity received from other programs, and total activity budget. An electronic copy of the spreadsheet and the format is available on HUD’s recovery website at <http://www.hud.gov/recovery>.

B. CDBG-R INFORMATION BY ACTIVITY (COMPLETE FOR EACH ACTIVITY)

- (1) Activity Name: (Grantees should follow the same order that activities are listed in the Spreadsheet for Reporting Proposed CDBG-R Activities – this will allow HUD to easily match activity narratives with the information provided in the spreadsheet.)

Eldorado Park Ball Field Renovations- ADA Improvements

- (2) Activity Narrative:

In addition to the Spreadsheet for Reporting Proposed CDBG-R Activities, grantees must provide a narrative for each activity describing how the use of the grantee's CDBG-R funds will meet the requirements of Title XII of Division A and Section 1602 of ARRA. The grantee's narrative must also state how CDBG-R funds will be used in a manner that maximizes job creation and economic benefit in relation to the CDBG-R funds obligated, and will address the Recovery Act, by:

Eldorado Park Ball Field Renovations- ADA Improvements

This project will address ADA field access and restroom accommodation needs at the Eldorado Park Ball Field located at 2311 N. Miller Rd., Scottsdale, AZ 85257. CDBG-R funds will be used to design and construct an ADA accessible ramp for access to the ball fields and enlarge the existing restroom building to create wider, accessible restroom stalls. Completion of all renovations will comply with ADA requirements. This project will greatly enhance ADA accessibility to the fields, including an ADA compliant ramp that will allow users and spectators to access the fields, which is currently not possible. The restrooms will have improved spacing and width for ADA accessibility. This project is "shovel ready" and will be committed to contract, based on bids, within 120 days of the execution of the grant agreement with HUD. 100% of funding for this project will benefit low-moderate income persons. The project meets the eligibility requirements of CDBG-R funding under the American Recovery and Reinvestment Act of 2009 through the following:

- How many jobs will be created or sustained? This project will preserve and/or create 3-6 construction jobs
- How will this project assisting those most impacted by the recession? N/A
- How will the project investment provide increased economic efficiency? N/A
- Does the project invest in transportation, environmental protection, or other infrastructure that will provide long-term economic benefit? The long term benefit of this project will be the cost savings in ongoing maintenance of the ADA ramp and field access areas and the restroom. The project will provide newly constructed ADA ramp access to the ball fields; therefore improvements will not need significant maintenance or life cycle replacement for several years.
- How does the project minimize or avoid reductions in essential services? This project will allow for disabled access to the ball fields where none had existed. This will open the ball fields up for use and scheduling by disabled customers through facility and park reservations for special events and activities as well as for scheduled organized activities.

- Does the project foster energy independence? Although no “green” building components will be used, these improvements will not increase the existing energy costs for the ball fields or park or negatively impact the environment.

- (3) Jobs Created: (Report the number of full- and part-time jobs estimated to be created and retained by the activity (including permanent, construction, and temporary jobs)).

This project will preserve 3 full-time construction jobs and create 3 temporary construction jobs

- (4) Additional Activity Information: (A description of how the activity will promote energy conservation, smart growth, green building technologies, or reduced pollution emissions, if applicable.)

N/A

- (5) Responsible Organization: (Contact information for the organization that will implement the CDBG-R activity, including its name, location, and administrator contact information)

City of Scottsdale
Community Assistance Office
7515 E. 1st Street
Scottsdale, AZ 85251

Michelle Albanese
Community Assistance Manager
Ph (480) 312-2309
Fx (480) 312-7761
malbanese@scottsdaleaz.gov

C. PUBLIC COMMENT

Provide a summary of public comments received to the proposed CDBG-R Substantial Amendment.

Note: A Proposed CDBG-R Substantial Amendment must be published via the usual methods and posted on the jurisdiction’s website for no less than 7 calendar days for public comment.

Response:

The Amendment was advertised in the Arizona Republic on May 26, 2009 to solicit public comment. The formal public comment period commenced on May 26 and ended on June 3. The Amendment was posted on City’s website and copies of the Amendment were available for review at the libraries and the Community Assistance Office. Alternate formats of the amendment were available upon request.

Public comments received will be added here.

CDBG-R Substantial Amendment Grantee Checklist

For the purposes of expediting review, HUD asks that applicants submit the following checklist along with the CDBG-R Substantial Amendment, Spreadsheet for Reporting Proposed CDBG-R Activities, and SF-424.

Contents of a CDBG-R Action Plan Substantial Amendment

Jurisdiction(s): <u>City of Scottsdale</u> Lead Agency Jurisdiction Web Address: http://www.scottsdaleaz.gov/departments/Community_Services/Human_Services/Community_Assistance.asp	CDBG-R Contact Person: Michelle Albanese Address: 7515 E. 1 st St., Scottsdale, AZ 85251 Telephone: (480) 312.2309 Fax: (480) 312.7761 Email: malbanese@scottsdaleaz.gov
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The elements in the substantial amendment required for the CDBG recovery funds are:

A. SPREADSHEET FOR REPORTING PROPOSED CDBG-R ACTIVITIES

Does the submission contain a paper copy of the Spreadsheet for Reporting Proposed CDBG-R Activities?

Yes ☒ No ☐ Verification found on page **8**

Does the submission include an electronic version of the Spreadsheet for Reporting Proposed CDBG-R Activities sent to the email box CDBG-R@hud.gov?

Yes ☒ No ☐ Date Spreadsheet was emailed: **June 5, 2009**

Does the Spreadsheet for Reporting Proposed CDBG-R Activities include, for each activity:

- amount of funds budgeted for each activity, including CDBG-R funds, any additional Recovery Funds used and total activity budget,
Yes ☒ No ☐ Verification found on page(s) **8 (Spreadsheet)**
- the Eligibility citation (eligibility regulatory cite or HCDA cite),
Yes ☒ No ☐ Verification found on page(s) **8 (Spreadsheet)**
- the CDBG national objective citation,
Yes ☒ No ☐ Verification found on page(s) **8 (Spreadsheet)**

B. CDBG-R INFORMATION BY ACTIVITY

Does the submission contain information by activity describing how the grantee will use the funds, including:

- a narrative for each activity describing how CDBG-R funds will be used in a manner that maximizes job creation and economic benefit,
Yes ☒ No ☐ Verification found on page(s) 3
- projected number of jobs created for each activity,
Yes ☒ No ☐ Verification found on page(s) 3-4
- whether an activity will promote energy efficiency and conservation,
Yes ☒ No ☐ Verification found on page(s) 3
- the name, location, and contact information for the entity that will carry out the activity,
Yes ☒ No ☐ Verification found on page(s) 4
- evidence that no more than 10% of the grant amount will be spent on administration and planning,
Yes ☒ No ☐ Verification found on page (s) 8 (Spreadsheet)
- evidence that no more than 15% of the grant amount will be spent on public services,
Yes ☒ No ☐ Verification found on page (s) 8 (Spreadsheet)
- evidence that at least 70% of the grant amount will benefit persons of low and moderate income,
Yes ☒ No ☐ Verification found on page (s) 3

C. PUBLIC COMMENT PERIOD

Was the proposed action plan amendment published via the jurisdiction's usual methods and on the Internet for no less than 7 calendar days of public comment?

Yes ☒ No ☐ Verification found on page(s) to be added after publication

Is there a summary of citizen comments included in the final amendment?

Yes ☒ No ☐ Verification found on page(s) 4

D. CERTIFICATIONS

The following certifications are complete and accurate:

- | | | |
|---|---|-----------------------------|
| (1) Affirmatively furthering fair housing | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (2) Anti-displacement and relocation plan | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (3) Drug-free Workplace | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (4) Anti-lobbying | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (5) Authority of jurisdiction | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (6) Consistency with plan | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (7) Section 3 | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |

- | | | |
|--|---|-----------------------------|
| (8) Community development plan | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (9) Following a plan | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (10) Use of Funds | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (11) Excessive Force | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (12) Compliance with anti-discrimination laws | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (13) Lead-based paint procedures | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (14) Compliance with laws | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (15) Compliance with ARRA | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (16) Project selection | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (17) Timeliness of infrastructure investments | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (18) Buy American provision | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (19) Appropriate use of funds for infrastructure investments | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (20) 70% of CDBG-R for LMI | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |

Optional Certification

- | | | |
|------------------------|------------------------------|--|
| (21) Urgent Need (N/A) | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
|------------------------|------------------------------|--|

D. STATE CERTIFICATIONS (N/A)

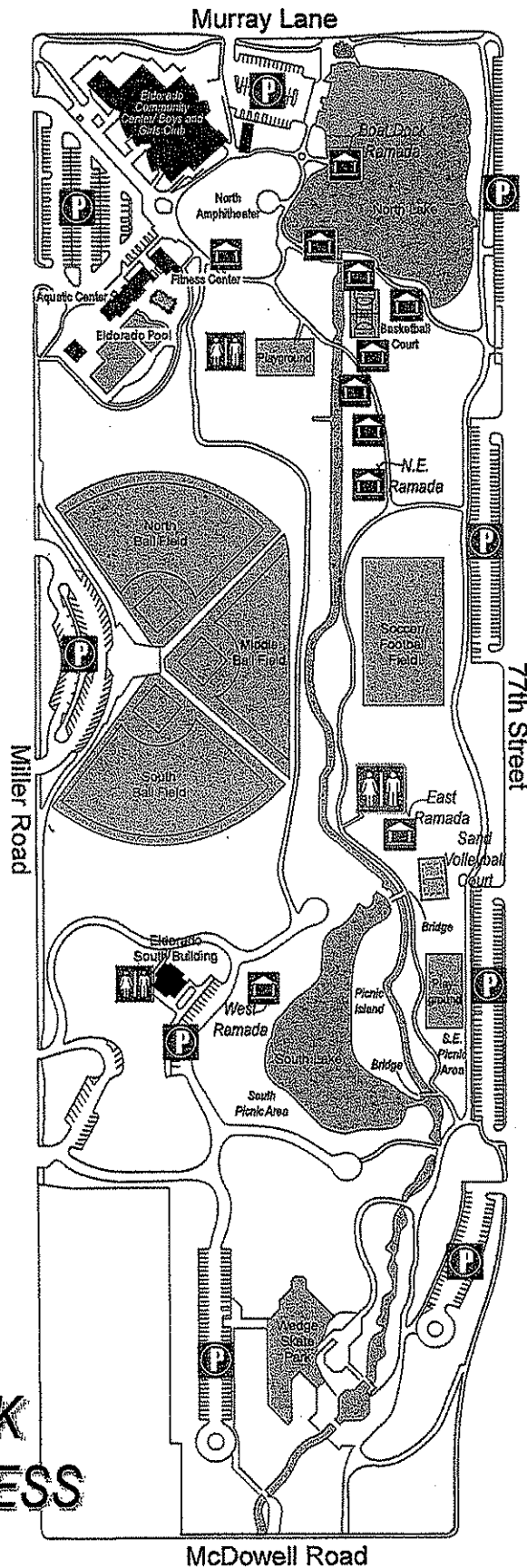
The following certifications are complete and accurate:

- | | | |
|--|------------------------------|-----------------------------|
| (1) Affirmatively furthering fair housing | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (2) Anti-displacement and relocation plan | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (3) Drug-free Workplace | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (4) Anti-lobbying | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (5) Authority of State | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (6) Consistency with plan | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (7) Section 3 | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (8) Community development plan | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (9) Consultation with Local Governments | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (10) Use of Funds | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (11) Excessive Force | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (12) Compliance with anti-discrimination laws | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (13) Compliance with laws | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (14) Compliance with ARRA | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (15) Project selection | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (16) Timeliness of infrastructure investments | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (17) Buy American provision | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (18) Appropriate use of funds for infrastructure investments | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| (19) 70% of CDBG-R for LMI | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

Optional Certification

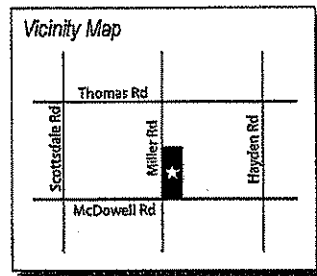
- | | | |
|------------------|------------------------------|-----------------------------|
| (20) Urgent Need | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
|------------------|------------------------------|-----------------------------|

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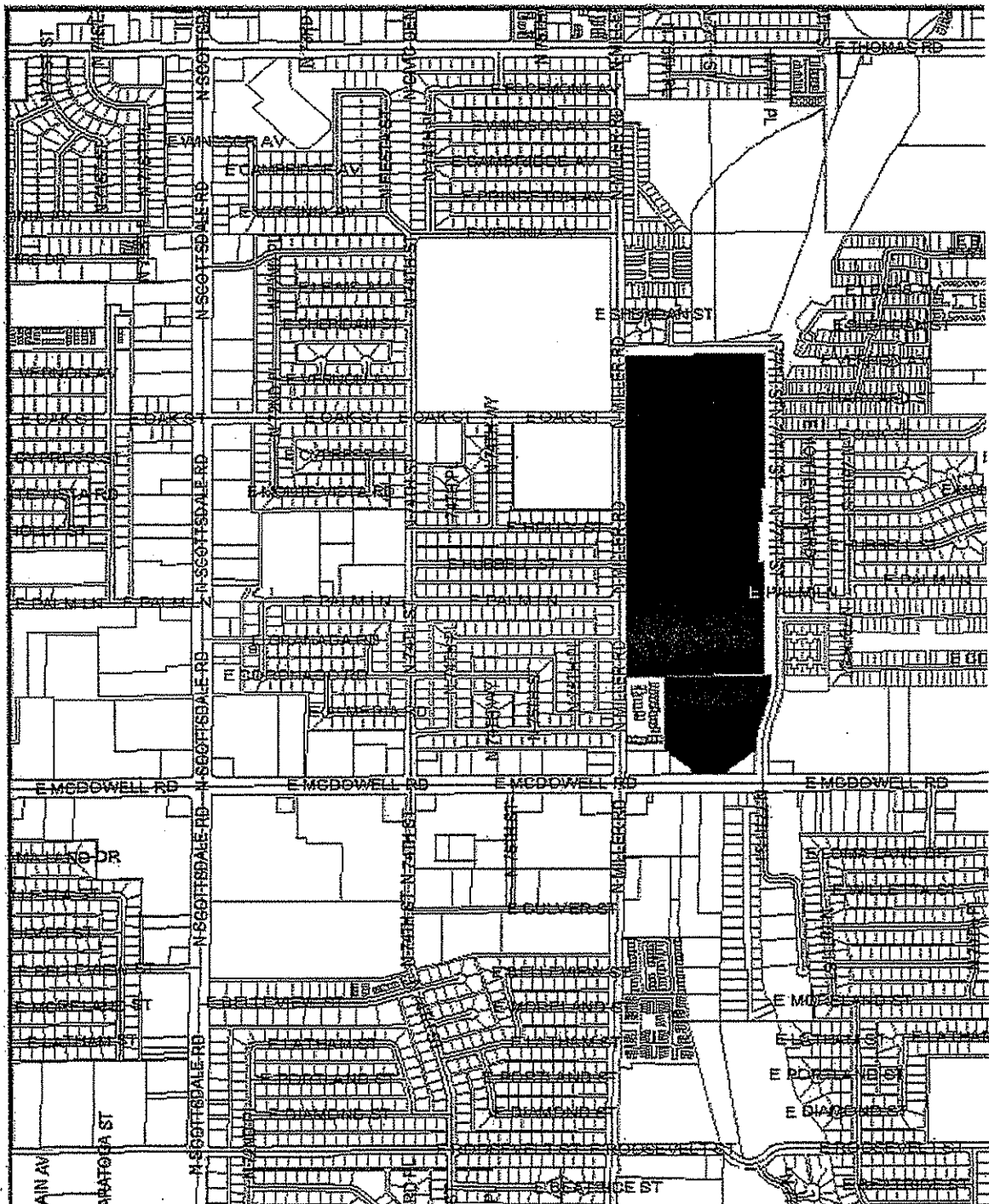


ELDORADO PARK AQUATIC & FITNESS CENTER

2311 N. Miller Rd.
(480) 312-2483



ELDORADO PARK



Eldorado Park & Community Center

Address:

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Phone: (480) 312-2483